

SECRET

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CENTRAL INTELLIGENCE GROUP

2430 E STREET NW.
WASHINGTON 25, D. C.

20 April 1949

MEMORANDUM FOR: Special Assistant to the Secretary of State
for Research and Intelligence
Director of Intelligence, General Staff, US Army
Director of Naval Intelligence
✓ Director of Intelligence, US Air Force

SUBJECT: Classification and Reclassification of CIA Reports

1. The CIA policy for determining classification and subsequent reclassification of reports coordinated with the IAC agencies may be summarized as follows:

a. Minimum Classification.

No intelligence report of CIA shall be classified lower than "restricted."

b. Initial Classification.

The determination of the initial classification of a report will be made with due regard for the:

- (1) Classification of source material;
- (2) Protection of source;
- (3) Use of source material out of context;
- (4) Instructions received by the requestor for whom the report was prepared;
- (5) Ultimate distribution of the report; and
- (6) Comments received thereon from the intelligence organizations of the Departments of State, Army, Navy, and the Air Force.

c. Reclassification.

- (1) Published CIA reports will not be reviewed as a matter of routine for the sole purpose of downgrading them. In most cases a report becomes obsolescent with the lapse of time, and no useful purpose can be served by the downgrading (which is done to make intelligence available to more readers).

- (2) Upon receipt of any request to downgrade one of its reports, CIA will review the report with a view to determining whether or not the initial classification should be changed. Once a change is considered desirable by CIA, the views of State, Army, Navy, and Air Force on the proposed change will then be ascertained. CIA will make the final determination.

2. In accordance with the above, your views are requested regarding the proposed reclassification of the following from their present classification of SECRET to CONFIDENTIAL:

ORE 9	The Succession of Power in the USSR	13 Jan. 1948
ORE 45-48	The Current Situation in China	22 July 1948

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FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:
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THEODORE HABBITT
Assistant Director
Reports and Estimates